

FOR BOARD USE ONLY	
CO-SPONSOR PROVIDER ID:	COURSE CODE:
DATE APPROVED:	DATE EXPIRES:

KANSAS REAL ESTATE APPRAISAL BOARD  
**APPLICATION FOR APPRAISAL EDUCATION**  
**COURSE CO-SPONSOR FORM**

All Course Approval Information Must Be Received By the Board No Less Than 30 Days Prior To the First Course Offering

Course Sponsor Name: \_\_\_\_\_

Course Co-Sponsor Name: \_\_\_\_\_

Co-Sponsor Address: \_\_\_\_\_  
Street
City
State
Zip Code

Co-Sponsor Coordinator: \_\_\_\_\_ Co-Sponsor Web Site: \_\_\_\_\_

Telephone #:( ) \_\_\_\_\_ Fax #:( ) \_\_\_\_\_ E-Mail: \_\_\_\_\_

Please indicate if credit is being requested or: ☐ Pre-License Education ☐ Continuing Education

Name of Course: \_\_\_\_\_

Course Code Issued to Sponsor: \_\_\_\_\_ Number of Credit Hours Approved: \_\_\_\_\_

Instructor Name(s): \_\_\_\_\_

- For the purpose of course offerings, one hour is defined as sixty minutes, at least fifty minutes of which shall be devoted to actual classroom instruction and no more than ten minutes of which shall be devoted to recess.
- All pre-license courses must be a minimum of 15 classroom hours in length and students must pass an examination.
- Continuing education courses are not required to be tested and must be a minimum of two classroom hours.

This Board may investigate/monitor any approved course by conferring with the course providers, instructors, visitation with or without prior notice or by surveys to participants.

**NOTE**

All Uniform Standards of Professional Appraisal Practice (USPAP) courses taught for either pre-license or continuing education must be the National USPAP course (or its approved equivalent). If you require further information on this course, you must contact the Appraisal Foundation for course information. All instructors of the USPAP courses must have taken and passed a 15-hour course within the previous 3-year period immediately preceding the date of application.

Please attach the following information to this application for submission to the Board:

- ✓ Instructor Qualification sheet, instructor resume and statement of coordinator concerning instructor (if instructor is different from the sponsor's)
- ✓ Procedure for maintaining attendance records.
- ✓ Proposed dates and times of course offerings.

\_\_\_\_\_  
Signature of Sponsor Coordinator

\_\_\_\_\_  
Signature of Co-Sponsor Coordinator

\_\_\_\_\_  
Date Signed

\_\_\_\_\_  
Date Signed

